



## **SAFE ROUTES TO SCHOOL PROGRAM**

The Director shall administer and distribute Safe Routes to School (SRTS) Program funds allocated under Section 1404 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The purpose of the SRTS Program is to (1) enable and encourage children in grades K-8, including those with disabilities, to walk and bicycle to school; (2) to make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and (3) to facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution in the vicinity of schools.

Projects related to SRTS shall be programmed under the procedures detailed below:

### **Programming of Projects**

Funding guidance is established for SRTS activities as follows below:

Infrastructure-related projects	70%-90% of available funding
Non-infrastructure-related projects	10%-30% of available funding

Projects shall be based on a statewide, competitive application process.

### **SRTS Coordinator**

The Idaho Transportation Department will provide a coordinator to administer the program. Funding for the position and related expenses will be taken from the infrastructure portion of the state's SRTS apportionment. The director will determine the coordinator's organizational location.

### **Program Start-up and SRTS Advisory Committee**

In order to facilitate award of FY 2006 Safe Routes to School funding the SRTS coordinator and the existing Statewide SRTS Advisory group will develop a method to obligate FY 2006 funds that is both beneficial to the SRTS Program and meets FHWA guidance. Projects will be recommended to the Board.

For FY 2007 and beyond a Safe Routes to School Advisory Committee (SRTSAC) shall be established to review the SRTS program applications and recommend projects to the Idaho Transportation Board. The SRTSAC shall establish project selection criteria as a guide for setting statewide project priorities. The SRTSAC will submit a prioritized list of projects to the board during the annual update of the Statewide Transportation Improvement Program. Included with that submittal will be an analysis for the distribution, mix, and quality of proposed projects.

SRTSAC membership shall consist of appropriate interested parties and expertise. Reimbursement for per diem and travel expenses shall come from the infrastructure



portion of the program's funding. SRTSAC members shall be appointed for two (2) years, with re-appointment by the director.

Safe Routes to School Advisory Committee membership shall consist of between 7 – 12 members with no more than one representative from any of the following categories.

- Local Highway Technical Assistance Council
- Idaho Smart Growth
- Idaho Department of Health and Welfare Bureau of Community and Environmental Health
- Idaho Association of Police Chiefs
- Private industry
- Association of School Superintendents or Boards
- ITD Pedestrian and Bicycle Coordinator
- Idaho Planning Association
- K-8 teachers
- Parent associations or organizations
- Citizen representative at large
- Idaho's health-care providers

Ex officio members include:

- Federal Highway Administration
- SRTS Coordinator

In the appointment of these members, the department will provide for representation among urban and rural perspectives.

### **Project Award**

The SRTSAC will develop criteria based on the federal guidance by which projects will be prioritized and recommended to the board. Applicants may include state, regional, and local agencies; schools or school districts; tribes; and nonprofit organizations, who demonstrate ability to implement and manage projects. Local collaborative SRTS partnerships are encouraged.

### **Non-Federal Matching Fund Requirements**

SRTS Program projects will follow, at a minimum, SRTS federal guidelines. The program seeks to provide the equitable distribution of program funds among urban and rural areas of the state. The federal share of the cost of a project or activity shall be 100 percent.



## Program Management

The SRTS program will be one of the activity areas under the Department's Safety Performance Program. In any given fiscal year the funds available to SRTS will be that year's federal-aid apportionment. The apportioned SRTS funds will be subject to the federal-aid highway program's obligation limitation, and must be obligated following FHWA project-obligation procedures. Sponsors will be responsible for any cost increase above the original award.

The SRTS Coordinator will be responsible for recommending project advances and delays based on readiness of the program to maximize the use of SRTS program apportionments. Delays and advances must conform to the available funding for a given year.

If an approved project is removed from the SRTS program due to sponsor request or non-performance in project delivery, the sponsoring agency is responsible for all costs incurred and must reimburse the Federal Highway Administration for any federal-aid funding that has been received.

## Effective Date of this Policy

Project applications received after January 1, 2006, will be processed using this Board policy.

Approved by the Idaho Transportation Board on:

Charles L. Winder

Date \_\_\_\_\_

CHARLES L. WINDER  
Board Chairman

This policy based on:

- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Section 1404.
- Decision by the Idaho Transportation Board

Cross-reference to related Board Policies

- B-09-08, BICYCLE/PEDESTRIAN FACILITIES
- B-11-02, HIGHWAY DEVELOPMENT PROGRAM